

CHARTER  
FOR THE  
NATIONAL AIRSPACE SYSTEM  
GREAT LAKES REGIONAL  
CONFIGURATION CONTROL BOARD  
(AGL RCCB)

APPROVED: \_\_\_\_\_

NAS CCB Co-Chairperson (Date)

11/21/97

APPROVED: \_\_\_\_\_

NAS CCB Co-Chairperson (Date)

11/21/97

SUBMITTED: \_\_\_\_\_

for Manager, AGL-400, Great Lakes (Date)  
Regional CCB Chairperson

10-12-97

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Charter  
for the  
National Airspace System  
Great Lakes Regional  
Configuration Control Board  
(AGL RCCB)

1.0 INTRODUCTION

1.1 **Purpose**

This charter establishes the National Airspace System (NAS) Great Lakes Regional Configuration Control Board (AGL RCCB) and assigns responsibility for establishing baselines and controlling configuration items (CI) as specified in Appendix A. A listing of the configuration identification documentation/drawings for these CIs is provided in Attachment A to the AGL RCCB Operating Procedures.

1.2 **Authority**

The AGL RCCB is authorized by the NAS CCB in accordance with FAA Order 1800.57 and the policies and procedures established in the latest approved revision of FAA Order 1800.8, NAS Configuration Management.

2.0 CCB RESPONSIBILITIES

The AGL RCCB shall have the following responsibilities:

- a. Performing AGL RCCB functions as established in this charter and in accordance with FAA Order 1800.8, and GL Order 1800.35;
- b. Approving and implementing the AGL RCCB Operating Procedures and any changes to the document;
- c. Establishing baselines for the CIs specified in Appendix A and controlling subsequent changes to those baselines. Changes which are beyond the authority of the AGL RCCB are referred to the appropriate CCB as outlined in the AGL RCCB Operating Procedures;
- d. Ensuring strict adherence to configuration control procedures in processing all changes to the baselines under AGL RCCB control. The procedures are documented in GL Order 1800.35 and FAA Order 1800.8 and the NAS Subsystem Baseline Configuration and Documentation Listing (NAS-MD-001);
- e. Ensuring case files for both National and Regional NCP processing are accurately completed and undergo thorough evaluation by AGL RCCB member organizations. Actual text of changes to baselined documents shall accompany the case file/NAS Change Proposal (NCP) being addressed by the CCB;

- f. Reviewing proposed changes for technical, interface, financial, schedule and benefits impacts. In reviewing proposed changes, due consideration shall be given to improving operational effectiveness (including safety), providing for adequate logistics support requirements and/or bringing about significant life cycle cost savings which includes the costs of research, development, test, procurement, production, installation, field test and acceptance, cutover to service, maintenance, operations, decommissioning, dismantling, salvaging, excessing and final disposition;
- g. Issuing Regional Configuration Control Decisions (CCDs) which are directives for establishing baselines or making changes to these baselines and other configuration items under AGL RCCB control. Copies of approved changes are forwarded to ANS-110, headquarters Office for information purposes as required;
- h. Approving the schedule for implementation of approved changes and ensuring these changes are implemented as scheduled;
- i. Submitting changes to the AGL RCCB Charter, including proposed additional CIs for AGL RCCB control, to the NAS CCB for approval;
- j. Approving additions, deletions or other modifications to the listing of configuration identification documents in Attachment A of the AGL RCCB Operating Procedures;
- k. Approving changes to other documents controlled by the AGL RCCB which are not subject to the NCP process. (See Attachment B to the AGL RCCB Operating Procedures for a list of these documents);
- l. Ensuring that case files for emergency modifications processed in accordance with FAA Order 6032.1, Modifications to Ground Facilities, Systems and Equipment in the National Airspace System, have all the information required before being forwarded for prescreening or NCP processing;
- m. Ensuring that case files for modifications to equipment being replaced or scheduled to start being replaced within three years are processed in accordance with FAA Order 1100.157 National Engineering Field Support Division Maintenance Program Procedures National Engineering Field Support Division, AOS-200, and National Automation Engineering Field Support Division, AOS-300; and,
- n. Ensuring that case files for Regionally baselined equipment (not nationally baselined or maintained) are coordinated with other Regions, when appropriate, that have similar equipment prior to being addressed by the AGL RCCB. A list of unique equipment under AGL RCCB control in each Region will be provided to all Regional Executive Secretaries by the Configuration Management Branch, ASD-220.

### 3.0 CCB PARTICIPANTS

The participants of the AGL RCCB shall be the persons indicated below or their designated representatives.

#### a. **Members**

- 1) **Chairperson**-Manager, Airway Facilities Division AGL-400.
  - 2) **Executive Secretary** - Supervisor, Operations Section, AGL-471, with authority delegated by ASD-220.
  - 3) **Other Permanent Members:**
    - a) Manager, Air Traffic (AT) Division, AGL-500
      1. Supervisor, Requirements Branch, AGL-510
    - b) Manager, NAS Implementation Branch, AGL-450
      1. Supervisors, of any AGL-450 Section
    - c) Manager, Operations Branch, AGL-470
      1. Supervisor, Environmental Section AGL-473
      2. Supervisor, Electronics Section, AGL-472
  - 4) **Associate Members.** Permanent members that are encouraged to participate but who's attendance at meetings is not mandated. NAS Change Proposals can be reviewed and approved without their presence.
    - a) Manager, Executive Staff, AGL-410
    - b) Manager, Resource Management Branch, AGL-420
    - c) Manager, Flight Standards Division, AGL-200
  - 5) **Ad Hoc Members** - Ad hoc members represent FAA organizations, other than those already represented within the permanent AGL RCCB membership, which will be impacted by changes being decided by the AGL RCCB. Their function shall be to ensure that proposed changes are consistent with the technical and policy positions of their organizations. Examples of ad hoc members would be AF Sector Manager, and AT Facility Manager to evaluate changes and attend CCB meetings when changes (or other business) impacting their areas are addressed.
- b. **Technical Advisors, Consultants and Program Control Specialists** - Personnel from various government and contractor organizations attend AGL RCCB meetings to provide specialized technical or program management information.

### 4.0 CCB ADMINISTRATION

The AGL RCCB Executive Secretary shall be responsible for scheduling AGL RCCB meetings on a regular basis (as approved by the AGL RCCB Chairperson) and for coordinating the administrative tasks of the AGL RCCB. The Executive Secretary Procedures, Appendix A to the AGL RCCB Operating Procedures, contain a detailed description of these responsibilities.

## 5.0 CCB DECISIONS

After a case file is assigned NCP status and submitted to the AGL RCCB, CCD action is required; an NCP not yet submitted to a CCB may be withdrawn. Prior to the assignment of an NCP number, a case file may be withdrawn or rejected during the Regional review process.

The AGL RCCB Chairperson shall make the final decision on each NCP submitted to the AGL RCCB for consideration. This decision may be preceded by a period of discussion during which the Chairperson may poll the CCB members for their opinions on the dispositioning of the NCP. The decision shall be documented in a CCD prepared by the Executive Secretary and signed by the Chairperson. For operational and administrative space and changes that may affect air traffic operations, the AF and AT Division Managers share the decision making authority and may cosign the CCD. The following actions may be taken on an NCP:

- a. Approve as written and issue a CCD which establishes a new baseline or describes actions for accomplishing the configuration change to an existing baseline;
- b. Disapprove with reasons clearly stated in the CCD;
- c. Approve with specific, non-substantive changes to the NCP and issue a CCD clearly stating changes. If substantive changes are required, an amended case file/NCP shall be processed;

- d.     Defer action pending the availability of additional information or the completion of an action item providing clarification of the issues. Responsibility for providing further information or completing an action must be assigned to a specific person/organization with a specific due date. Action on an NCP shall not be indefinitely deferred; or,
- e.     Transfer NCPs with issues remaining unresolved 60 days after a AGL RCCB meeting to the cognizant national level CCB unless specific action is being taken by the AGL RCCB to resolve the issues by the next AGL RCCB meeting.

A CCD may be appealed by the OPI or an organization impacted by the CCD as described in the AGL RCCB Operating Procedures.

#### 6.0     CHANGES TO THE CHARTER

This charter shall only be changed with the approval of the AGL RCCB and the NAS CCB. All changes shall be drafted and published by ASD-220.

#### 7.0     DELEGATION

The AGL RCCB may not charter subordinate CCBs.

## APPENDIX A - CONFIGURATION ITEMS UNDER REGIONAL CCB CONTROL

The following configuration items (CIs) shall be under the control of the AGL RCCB as specified below. Baselined CIs will be entered into the Master Configuration Index (MCI) and reflected in the NAS Subsystem Baseline Configuration and Documentation Listing, NAS-MD-001.

1. The AGL RCCB shall control the following baselines established by other CCBs within the guidelines specified:

- a. Space Management/As-Built Equipment Layout Drawings. The RCCB shall control all operational, administrative, and equipment space, including all equipment installations, moves and removals which will not violate the end-state configuration for the following major facilities:

- 1) Air Route Traffic Control Center (ARTCC)/Area Control Facility (ACF);
- 2) Airport Traffic Control Tower (ATCT)/Terminal Radar Approach Control (TRACON); and,
- 3) Automated Flight Service Station (AFSS).
- 4) Air Route Surveillance Radar (4) Sites (ARSR-4).

For the ARTCCs/ACFs, the equipment installation/move/removal must also be in accordance with the generic and/or site-specific transition equipment layout drawings. The as-built equipment layout drawings for the above facilities will be listed in Attachment A to the AGL RCCB Operating Procedures.

The NAS Facilities Configuration Control Board (ANF-CCB) controls all equipment installations, moves and removals which impact the end-state configuration. Site-specific end-state equipment layout drawings are also under the control of the ANF-CCB.

Site-specific transition drawings and regional transition plans addressing how each of the facilities will transition to the end state will be under AGL RCCB control but will not require an NCP to change. Site-specific transition drawings and regional transition plans shall be listed in Attachment B to the AGL RCCB Operating Procedures.

- b. ARTCC/ACF Critical Power Panel Drawings. The AGL RCCB shall control the critical power panel drawings detailing the actual connection and wiring of subsystems/equipment to the critical power panel when that connection and wiring is in strict accordance with FAA Order 6950.15, ARTCC Critical Load Circuits and Configuration.



The ANF CCB controls the implementation aspects of critical power involving more than panel connection and wiring as well as the connection of equipment and subsystems to critical power that are not in accordance with FAA Order 6950.15.

2. The AGL RCCB will establish and control changes to baselines, which will be reflected in NAS-MD-001.
  - a. Regional Equipment which Is Not Nationally Baseline/Maintained. The AGL RCCB shall be responsible for equipment within the Region that is not baselined/maintained nationally:
  - b. Any changes, installations/move/removal of Regional equipment within a facility that is under configuration management must be identified (red-lined) on the appropriate baseline drawings and approved by the Regional RCCB. A copy of the RCCB minutes containing the background information and all Regional CCD approvals is sent to ANS-110 for informational purposes.